

# Electronic Birth Registration Newsletter

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# Fall



## Electronic Birth This and That

**About Amendments to birth records:** Our Vital Records Subscription Website is available now, here is the web address:  
<http://www.dhhs.ne.gov/vitalrecords/partners/>

Example 1: After a birth record has been registered with our department, if the parents wish to change the child's last name it will normally take a court order to do so.

Example 2: If the birth record has been registered with our department and the child is one year or younger, the parents can correct the given name of the child by submitting a notarized Application for Amendment and pay the filing fee of \$11.00. After one year of child's birth, it will require evidence, filing fees and notarized Application for Amendment.

These are just 2 examples of the vast variety of instances when a birth certificate may be amended.

If the birth record is not registered yet, we can reject it back to the Hospital and the Hospital Birth Clerk can do the correction.

We recommend hospital clerks to advise parents to contact our amendment desk for more options and information. 402-471-0918. Spanish assistance 402-471-0924.

You can register by using your email address. This will allow us to keep you informed of any changes and updates to the software.

This website contains helpful Q&A and instructions and manual on "How to Complete the Electronic Birth Registration".

The Vital Records Birth Registration Training Team would like to offer on-site training. If your hospital is interested in hosting a Regional training session, please let us know. Contact the Birth Registration Supervisor for more information. 402-471-0924

Birth Defect training is also available. Contact Nila at 402-471-0354



The Colors of Fall

As of August 30th, 2009, physician assistants are able to sign birth and death certificates. If you need help to update the "Table Maintenance" please call our office.

If a physician assistant in your hospital needs a log on name, please contact Jackie Fairbanks at 402-471-0919



## From the Birth Registration Desk

Please remind parents to verify that all information is accurate and spellings are correct before they sign the Worksheet. This is very important especially if their original language is not English. It's even more important to do verification before the birth certificate is submitted to the Vital Records Office.

If handwriting is poor have them print their names clearly.

Birth Clerks need to check over the Acknowledgement of Paternity, before they send it to the Vital Records office to make certain it matches the information on the birth certificate.

Any white-out, missing information on the form, mismatched information between the birth certificate and the Acknowledgement of Paternity will be cause for the application to be sent back to the hospital.

If you need to make a correction on a Birth Certificate that is not numbered yet, do not make a new record. Call Vital Records Birth Clerk to have the certificate rejected back to your Hospital Queue. Once in your Queue you will be able to make any corrections needed.

All of our applications for certified copies are available on our website <http://www.dhhs.ne.gov/vitalrecords>

### From The Birth Registration Supervisor:

I have noticed that when Hispanic parents are completing the hospital worksheet, they are confused with the "Middle Name" line. They often think this refers to the child's Second Last Name. Once they receive the certified copy of the child's birth certificate, they discover that the child's second last name appears as part of the middle name. Unfortunately, this will often take a court ordered name change to correct the last name.

Please verify this information with the parents when completing the birth registration.

### Vital Records Contacts:

**Help Desk: Software Problems**  
402-471-8275

**Birth Desk:** Diana 402-471-0907  
Email:  
Diana.Yeager@Nebraska.gov

**Birth Reg. Supervisor:** Eli  
402-471-0924 Email:  
Edilma.HimOsorio@nebraska.gov

**Vital Records:** 402-471-2871  
PO Box 95065, Lincoln, NE 68509

Or

1033 "O" St, Suite 130, Lincoln, NE 68508

**Vital Records Website:**  
[www.dhhs.ne.gov/vitalrecords](http://www.dhhs.ne.gov/vitalrecords)

**EBR log on name:** Contact: Jackie  
402-471-0919 or email  
Jackie.Fairbanks@Nebraska.gov

**Birth defect log on name & Training:** Contact Nila Irwin 402-471-0354 or Email:  
Nila.Irwin@Nebraska.gov

### Do's and Don'ts

**Do-** have the birth certificate submitted to the state within 5 business days following the birth

**Don't -** send the Acknowledgement of Paternity before the Birth Certificate is submitted to the Vital Records Office

**Do** verify all information on worksheet before parents sign it

**Don't** submit an Acknowledgment of Paternity with missing information or white out

**Do** call Vital Records Office with any questions you may have 402-471-0907 or 402-471-0924